NORTH CENTRAL REGIONAL TRANSIT DISTRICT
BOARD MEETING SUMMARY

April 10, 2015
9:00 AM - 1:00 PM
Jim West Regional Transit Center
Board Room

Below is a summary of the actions taken by the North Central Regional Transit District's Board of Directors on the above date. This is not an official transcript of the meeting.

CALL TO ORDER:

A regularly scheduled meeting of the North Central Regional Transit District's Board of Directors was called to order on the above date at 9:12 a.m.

ROLL CALL:

Ms. Lucero called the roll and it indicated the presence of a quorum as follows:

Members Present:	**Elected Members**	**Alternate Designees**
Los Alamos County		*Philo Shelton*
Rio Arriba County	*Commissioner Alex Naranjo*	
Taos County	*Commissioner Jim Fambro*	
Town of Taos	*Mayor Daniel Barrone*	
Santa Fé County	*Commissioner Miguel Chavez*	
Nambé Pueblo	*Absent*	
Pojoaque Pueblo	*Tim Vigil (Telephonically)*	
Ohkay Owingeh	*Absent*	
San Ildefonso Pueblo	*Absent*	
Santa Clara Pueblo	*Absent*	
Tesuque Pueblo	*Governor Charlie Dorame*	
City of Santa Fé	*Councilor Patti Bushee*	
City of Española	*Absent*	

Town of Edgewood	*Councilor Chuck Ring*	
Rio Metro (ex officio)	*Elizabeth Carter*	

Staff Members Present

Mr. Anthony J. Mortillaro, Executive Director
Ms. Dalene Lucero, Executive Assistant
Mr. Michael Kelly, Transit and Facilities Operations Director
Mr. Gary Guinn, Fleet and Facilities Maintenance Manager
Mr. Jim Nagle, Public Information Officer
Mr. Daniel Simon, Marketing and Communications Specialist
Ms. Belen De Santiago, Transit Driver II
Mr. Daniel Gavurnik, Transit Driver III/Lead
Mr. Joe Casias, Transit Driver I
Mr. Juan Ortiz, Transit Driver I

Others Present

Mr. Peter Dwyer, Legal Counsel
Mr. Carl Boaz, Stenographer
Mr. Ken Smithson, City of Santa Fe
Ms. Marcy Eppler, NMDOT
Ms. Delilah Garcia, NMDOT
Ms. Lucia Sanchez, Rio Arriba County
Ms. Tessa Jo Mascareñas, Santa Fe County
Mr. Gary Suiter, Mercer Group
Ms. Holly Buck, Felsburg, Holt & Ullevig

APPROVAL OF AGENDA:

Councilor Bushee made a motion to approve the agenda as presented. Commissioner Chavez seconded the motion and it passed by a roll call vote (9-0).

APPROVAL OF MINUTES – March 6, 2015

Commissioner Chavez made a motion to approve the minutes from March 6, 2015 as presented. Commissioner Fambro seconded the motion and it passed by a roll call vote (9-0).

PUBLIC COMMENTS:

There were none.

PRESENTATION ITEMS:

A. Presentation of Employee Anniversary Awards

Mr. Mortillaro and Chairman Barrone presented Ms. Belen De Santiago, Mr. Juan Ortiz, Mr. Daniel Gavurnik and Mr. Joe Casias with 5-year service awards.

B. Presentation and Discussion of Long Range Transit Service Plan – Results of the Public Workshops and Surveys, Vision and Mission Statements and Prioritization of Goals and Objectives

The consulting team from Felsburg, Holt and Ullevig (FHU) met with the Board to present the various elements of the Long Range Transit Service Plan. This is the third of four meetings that the Board will engage in.

[This item was for discussion only. No formal action was taken on this item.]

ACTION ITEMS FOR APPROVAL/ DISCUSSION:

C. Discussion and Consideration of Potential Chile Line Opportunity

At the February 6, 2015 Board of Directors meeting the Chair and Executive Director informed the Board that there was interest from the Town of Taos to discuss further collaborative opportunities between the two entities regarding transit services, which related to the prospect of consolidation of the Chile Line transit services with those of the District. The Board did not have any objection to the Executive Director and Staff engaging in these discussions with the Town of Taos.

Commissioner Fambro made a motion to approve Staff's recommendation as presented. Commissioner Chavez seconded the motion and it passed by a roll call vote (9-0).

D. Discussion and Consideration of Ski Santa Fe Service Request

The NCRTD has collaborated with local stakeholders to assess the overall viability of providing transit service from downtown Santa Fe to Ski Santa Fe and Santa Fe National Forest. The proposed service would be a public-private partnership and would operate on an 8 month trial period.

To date, Ski Santa Fe has committed to providing $15,000 cash as well as providing a $5 discount on the lift ticket for every person that utilizes transit to arrive at Ski Santa Fe. Additionally, Rio Metro Regional Transit District has committed $15,000, and the City of Santa Fe and Santa Fe County respectively have authorized a contribution of $25, 172 each. The NCRTD (dependent on Board approval) would contribute $15,000 GRT as well as the use of one of its current vehicles at an approximate value of $25,000.

Councilor Bushee made a motion to approve Staff's recommendation as presented. Commissioner Naranjo seconded the motion and it passed by a roll call vote (7-1).

E. Discussion and Consideration of 5311 and State Capital Outlay Bus Purchase

At this time the District desires to purchase the remaining bus: 1-18 passenger Liquid Propane Gas (LPG) bus for $94,577.00 from 5311 Capital.

The staff desires to purchase the remaining 2 buses utilizing these funds. These 2 buses, an18 passenger Compressed Natural Gas (CNG) bus for $100,977.00 and a 14 passenger bus for $74,074.00; for the total amount of $175,051.00.

The two State Capital Outlay buses will serve as an addition to the fleet and a replacement. The 18 passenger CNG bus will also propel the district into its Alternative Fuels Initiative, along with the previous mentioned 18 passenger LPG bus. The 14 passenger will serve as a replacement for a bus reaching its useful service life according to FTA guidelines.

Governor Dorame made a motion to approve Staff's recommendation as presented. Councilor Ring seconded the motion and it passed by a roll call vote (8-0).

F. Discussion and Consideration of Resolution No. 2015-09 Authorizing the Donation of Van to Santa Clara Pueblo

The proposed resolution authorizes the donation of one (1) obsolete minivan to Santa Clara Pueblo.

Chairman Barrone made a motion to approve Resolution No. 2015-09 as presented. Councilor Bushee seconded the motion and it passed by a roll call vote (8-0).

G. Discussion and Review of the Annual Board Attendance Report

In accordance with the Bylaws adopted by the NCRTD Board of Directors, the Board Attendance Report is required to be reported for the period of April 2014 – March 2015.

[This item was for discussion only. No formal action was taken on this item.]

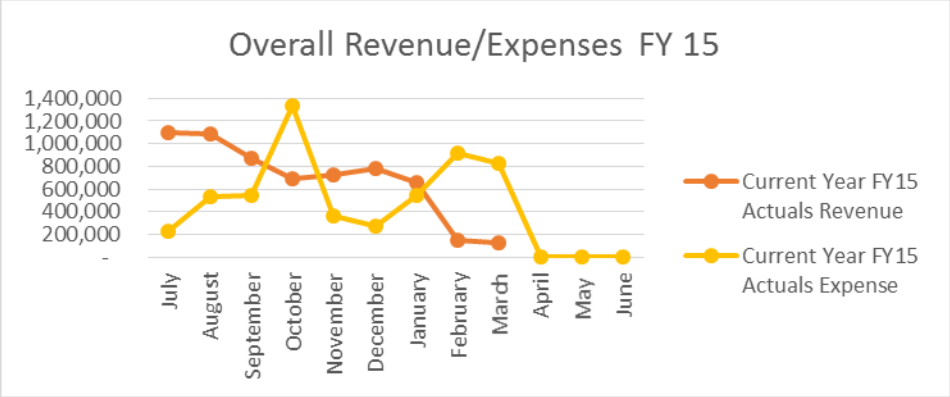
H. Discussion and Review of Quarterly Investment Report

Early in 2014 the NCRTD began participating in the LGIP government investment fund, known as the New MexiGROW Local Government Investment Pool or LGIP, and other Certificate of Deposits (CDs) from local and surrounding banks in New Mexico. The NCRTD established the short-term investments (no more than 12 months) throughout various FDIC insured institutions in the state of New Mexico. The initial amount invested was $5,975,492. The total cash balance is $7,313,586.37, which includes the NCRTD operating account of $1,325,539.

Commissioner Fambro made a motion to accept the report as presented. Mr. Shelton seconded the motion and it passed by a roll call vote (8-0).

DISCUSSION ITEMS:

I. Financial Report for March 2015



J. Finance Subcommittee Report:

The minutes from February 27, 2015 were presented.

K. Tribal Subcommittee Report:

There was no report on this item.

L. Executive Report for March 2015 and Comments from the Executive Director:

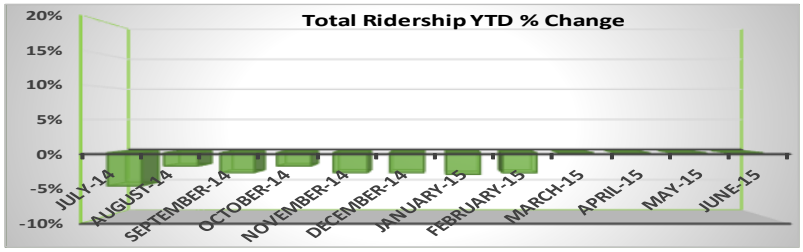
1) **Executive Report**
2) **Performance Measures for February 2015**
3) **Ridership Report for February 2015**
4) **Conflict of Interest Forms**
5) **Regional Planning Organization has voted to make the NCRTD a voting member and Stacey McGuire was elected to serve as the Vice Chair of the RPO**
6) **Report on ITS implementation and new routes. Some issues, however, staff is working to resolve concerns.**
7) **Received additional TAP grant in the amount of $360,000**

NCRTD Monthly Ridership Summary

February 1, 2015 through February 28, 2015

Calendar Operating Days

	This Year
Jul-14	22
Aug-14	21
Sep-14	21
Oct-14	22
Nov-14	17
Dec-14	21
Jan-15	20
Feb-15	20
Mar-15	
Apr-15	
May-15	
Jun-15	



Monthly System Totals				Year to Date Totals			
	This Year	Last Year	% Change	This Year	Last Year	Difference	% Change
NCRTD Operated	15,134	17,380	**-12.92%**	128,225	137,019	-8,794	**-6.42%**
NCRTD Funded	25,186	23,491	**7.22%**	210,229	211,998	-1,769	**-0.83%**
All Systems Funded Total	40,320	40,871	**-1.35%**	338,454	349,017	-10,563	**-3.03%**

CLOSED SESSION

Closed session of the meeting pursuant to NMSA 1978, Section10-15-1 (H) (7), and subject to the attorney-client privilege regarding threatened or pending litigation in which the NCRTD may become a part.

Commissioner Fambro made a motion to enter into Closed Session. Mr. Shelton seconded the motion and it passed by a roll call vote (8-0).

M. Reconvene in Open Session: Possible action item(s) from Closed Session.

Councilor Ring made a motion to reconvene into open session. Commissioner Chavez seconded the motion and it passed by a roll call vote (8-0).

Mr. Dwyer noted that there was no action taken during the Closed Session.

Commissioner Chavez made a motion to accept Mr. Dwyer's comments. Councilor Ring seconded the motion and it passed by a roll call vote (8-0).

MATTERS FROM THE BOARD

There were none.

MISCELLANEOUS

There were none.

ADJOURN

The meeting was adjourned at 1:02 PM.

Commissioner Chavez made a motion to adjourn the meeting. Councilor Ring seconded the motion and it passed by unanimous voice vote (8-0).

NEXT BOARD MEETING: May 1, 2015 at 9:00 a.m.